

# Sierra County Board of Supervisors' Agenda Transmittal & Record of Proceedings

**MEETING DATE:**  
September 4, 2018

**TYPE OF AGENDA ITEM:**  
☐ Regular ☐ Timed  
☒ Consent

**DEPARTMENT:** Clerk-Recorder  
**APPROVING PARTY:** Heather Foster  
**PHONE NUMBER:** 530-289-3295

**AGENDA ITEM:** Minutes from the County Service Area (CSA) Board of Directors meeting held on August 7, 2018.

**SUPPORTIVE DOCUMENTS ATTACHED:** ☐ Memo ☐ Resolution ☐ Agreement ☒ Other  
Minutes

**BACKGROUND INFORMATION:**

**FUNDING SOURCE:**  
**GENERAL FUND IMPACT:** No Additional General Fund Impact  
**OTHER FUND:**  
**AMOUNT:** \$ N/A

**ARE ADDITIONAL PERSONNEL REQUIRED?**

☐ Yes, -- --  
☒ No

**IS THIS ITEM ALLOCATED IN THE BUDGET?** ☐ Yes ☒ No

**IS A BUDGET TRANSFER REQUIRED?** ☐ Yes ☒ No

**SPACE BELOW FOR CLERK'S USE**

**BOARD ACTION:**

☐ Approved  
☐ Approved as amended  
☐ Adopted  
☐ Adopted as amended  
☐ Denied  
☐ Other  
☐ No Action Taken

☐ Set public hearing  
For: \_\_\_\_\_  
☐ Direction to: \_\_\_\_\_  
☐ Referred to: \_\_\_\_\_  
☐ Continued to: \_\_\_\_\_  
☐ Authorization given to:  
\_\_\_\_\_

Resolution 2018- \_\_\_\_\_  
Agreement 2018- \_\_\_\_\_  
Ordinance \_\_\_\_\_  
Vote:  
Ayes:  
Noes:  
Abstain:  
Absent:  
☐ By Consensus

**COMMENTS:**

CLERK TO THE BOARD

DATE

**STATE OF CALIFORNIA, COUNTY OF SIERRA**  
**BOARD OF DIRECTORS FOR COUNTY SERVICE AREAS (CSA)**

**\* M I N U T E S \***

**August 7, 2018**

The Sierra County Board of Directors for County Service Areas met on Tuesday, August 7, 2018 in the Board Chambers, Courthouse, Downieville, CA.

**Present:** Lee Adams, Supervisor, District #1  
Peter W. Huebner, Supervisor, District #2  
Jim Beard, Supervisor, District #4  
Scott A. Schlefstein, Chair, Supervisor, District #5

**Absent:** Paul Roen, Vice-Chair, Supervisor, District #3

**Staff:** Heather Foster, County Clerk-Recorder  
David Prentice, County Counsel  
Van Maddox, Auditor/Treasurer Tax-Collector  
Tim Beals, Director of Planning and Transportation

**10. COUNTY SERVICE AREA BOARD OF DIRECTORS**

Meeting of the County Service Area (CSA) Board of Directors.

10.A. Presentation of Assessment Engineer's Report, Sierra Brooks Water System Improvements Assessment District.

The County Service Area Board of Directors convened at 11:20 a.m.

The Director of Public Works provided background on the Assessment Engineer's Report which once approved will establish the beginning of the completion of the project in order to utilize the funds from the USDA by April 2019. The Director further reviewed the remaining steps involved in this process including: 1) approving the Assessment Engineer's Report; 2) moving forward with the process to perfect the assessment for the debt service on the loan; 3) amending the County's ordinances governing water delivery in Sierra Brooks; 4) conduct a Proposition 218 written protest vote on the increase in operation and maintenance costs; and 5) the approval of construction plans and authorize public bidding for the project which needs to be under construction contract by early 2019.

Mr. Keith Knibb, Sauers Engineering, Inc. reviewed in detail the proposed Assessment Engineer's Report for the Sierra Brooks Water System Improvements Assessment District.

*August 7, 2018*

Brief discussion ensued with the Board.

No action taken.

**ADJOURN**

**At 11:57 a.m.** with no further business, Chair Schlefstein adjourned the meeting of the County Service Area (CSA) Board of Directors.

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SCOTT A. SCHLEFSTEIN, CHAIR  
BOARD OF SUPERVISORS

ATTEST:

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HEATHER FOSTER  
CLERK TO THE BOARD